

New Worker Orientation Checklist



All employees and dependent contractors operating under your company's safety plan must review the following general areas **on their first day before they start work or when returning to work after an absence of longer than 6 weeks.**

Employee / Contractor Name: Kyle Prince

Date: Aug 30/2021

Supervisor/H&S rep name: _____ Supervisor/H&S rep contact: _____

Company Policies									
<input checked="" type="checkbox"/> Cover Page - Forest Safety Accord	<input checked="" type="checkbox"/> Section 1- Company Health & Safety Program								
<input checked="" type="checkbox"/> Section 5- Job Roles and Responsibilities -	<input checked="" type="checkbox"/> Section 4- Safety Team members-								
Review of Safety Policies and Procedures									
<input checked="" type="checkbox"/> Section 6- Required safety meetings	<input checked="" type="checkbox"/> Section 7.2 - Hazard / close-call / incident reporting requirements and procedures								
<input checked="" type="checkbox"/> Section -5.1 Right to refuse work and report unsafe conditions	<input checked="" type="checkbox"/> Section 13 - Progressive discipline and violence in the workplace policies								
<input checked="" type="checkbox"/> Section 7- First Aid equipment and procedures	<input checked="" type="checkbox"/> Section 7.2.1 - Check-in procedures and field communications								
<input checked="" type="checkbox"/> Section 10- PPE policy and requirements	<input checked="" type="checkbox"/> Section 7.5 and Appendix 2 - Emergency Response Plan (ERP) and procedures								
<input checked="" type="checkbox"/> Section 7.2- Field Safety Plans	<input checked="" type="checkbox"/> Section 6.2 - Tailboard Meetings / <input checked="" type="checkbox"/> Section 8 Vehicle and Machinery Inspections/ <input checked="" type="checkbox"/> Section 9 Site and Worker Assessments								
<input checked="" type="checkbox"/> Section 6.1 - New Worker Orientations	<input checked="" type="checkbox"/> Section 7.1- Worksite First Aid Requirements								
<input checked="" type="checkbox"/> Section 11- WHMIS orientation and location of the Material Safety Data Sheets (MSDS)	<input checked="" type="checkbox"/> Section 12- Records of Training								
<input checked="" type="checkbox"/> Training, certification & qualifications verified by the company (see record of training in P:\Current\Safety\Training) <input checked="" type="checkbox"/> OFA Level 1 <input checked="" type="checkbox"/> Class 5 Drivers License <input checked="" type="checkbox"/> Electrofishing <input checked="" type="checkbox"/> Swift Water Rescue <input checked="" type="checkbox"/> WHMIS <input type="checkbox"/> RPAS Pilot _____ (level)	<input checked="" type="checkbox"/> Section hazards and safe work procedures related to work tasks/processes (Check those reviewed)								
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Signature of Employee / Contractor

Signature of Supervisor / Trainer

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All employees and dependent contractors operating under your company's safety plan must review the following general areas **on their first day before they start work or when returning to work after an absence of longer than 6 weeks.**

Employee / Contractor Name: Laurey Strauss

Date: July 27/2021

Supervisor/H&S rep name: Al Price

Supervisor/H&S rep contact: 250 777 1518

Company Policies									
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